



formerly Utsav Safety Systems Pvt. Ltd.
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Ref. No.: RSSPL/Dealer/002

Dated: 26-03-2021

Circular

Sub: Fitment of HSRP/Colour Coded Stickers

Dear Dealer,

Greeting for the date!

We at Rosmerta, thank you for your continued patronage and support in implementation of HSRP Project. In line with the directions issued by **Transport Department, for fitment of HSRP/Colour Coded Stickers, the company has created its HSRP online portal bookmyhsrp.com, wherein on ordering for HSRP Plates**, Vehicle owners are routed over to **you as a fitment location** for fitment of HSRP Plates to their vehicles.

In line with the same, a facility on the HSRP portal was provided to review and send the SMS to the vehicle owners for.

- i. Confirming receipt of HSRP at your end.**
- ii. Updation of the OTP (provided to the customer) and Photograph of affixed HSRP on vehicle through the HSRP Fitment mobile application.**

The dashboard has been updated with the link of the mobile application and the same can also be downloaded from Google Play Store <https://play.google.com/store/apps/details?id=com.app.hsrp>. The login credentials are same as your dealer id login.

It is also requested to kindly update the Name and mobile no of the fitment person on the software (upto 5 persons), to have access of the data through mobile application on the Mobile No and Fitmnet photographs can easily be uploaded in the software.

Process

A) Updation of the Fitter mobile No. in Dealer Profile

- Mobile no of the fitment person needs to be updated to ensure that the correct person is updating the fitment entry, also will have access of the vehicle on the specific mobile no.



- Non-updation of the mobile no will result in not getting the details populated at the time of fitment of vehicle and non-updation of OTP in the portal for ensuring fitment done.

B) Fitment of HSRP

The fitment person assigned shall

- i. Affix the HSRP/sticker on the vehicle,
- ii. Upload the fitment photograph on its Mobile Application.
- iii. Immediately, the vehicle owner will receive the OTP from the HSRP software - *HSRP is affixed to your vehicle. Kindly share the OTP No. **0000** with the fitment person for record update.*
- iv. Fitment Person will be provided with the OTP, received by Vehicle owner and will update it on the Application.
- v. On updation, the data will be updated to VAHAN.

DO's and Don'ts for your understanding mentioned below:

Do's and Don'ts to be adopted by Vehicle Dealers		
Process Flow for Receiving / Fitment		
On receipt of HSRP share the OTP with delivery executive		If OTP is not shared, customer will not get the intimation that HSRP is delivered at dealership
Receive the HSRP in system so that SMS is delivered to customer confirming receipt of HSRP		If the order (HSRP) is not received in system, customer will not get the intimation that HSRP is ready for affixation
Do the fitment entry & upload pictures of front & rear HSRP fitted on the vehicle in portal		Untill the fitment images are uploaded on portal, Rosmerta cannot update the Laser codes to Vahan
Laser codes along with vehicle should be clearly visible in the image uploaded		Distorted or unclear picture should not be uploaded on portal
Process Flow for Invoicing		
Once the fitment entry is done, invoices to be submitted monthly or fortnightly		Without uploading the invoices & annexure, no amount can be claimed from Rosmerta
Along with Invoice, annexure also to be submitted		
Check all the details of invoice & annexure		If there is any discrepancy in invoice & annexure, the claimed amount will be rejected



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For understanding/clarity on the above, you may also approach your respective HSRP representative assigned for your support or contact us at Toll Free No: 1800 1200 201

With Regards,

Business Development Team
Rosmerta Safety Systems Pvt. Ltd.